

Town Commissioners' Meeting Minutes
April 24, 2012, 7:00 pm

Meeting was called to order at 7:00pm by Vice President, Mary Carol Durange. Commissioners Mary Carol Durange, Kenneth Confalone, Joseph Letts, and Renee Capano were in attendance.

The Pledge of Allegiance was led by Ryleigh Johnson.

Approval of Minutes – The minutes from the April 10th, 2012 meeting were approved. Commissioner Letts motioned to approve the minutes as they are written. This was approved 4-0.

Approval of Corrected Minutes – The minutes from the November 8, 2011 meeting were presented to the Commissioners with a correction. The minutes that were approved during the November 8th meeting were not properly documented. Commissioner Letts motioned to approve the correction to the November 8th, 2011 minutes as written. This was approved 4-0.

Accounts Payable Review - The Accounts Payable review that was provided to the Commissioners was reviewed. Commissioner Confalone motioned to pay the bills per the Accounts Payable report. This was approved 4-0.

Town Administrator's Report

Old Business

- **Calvert St. Garage Lease** – Mr. Pumpaly presented an additional report regarding the garage leased to the Grace Family. Family attended last meeting and indicated they have no further use for the garage. Mr. Pumpaly is asking Commissioners to consider using the garage for maintenance material overflow, such as the antique International Harvester tractor and possibly the salt spreader to free up space in the maintenance garage. He further indicated nothing would be stored outside of the building. Mr. Pumpaly said the plan is to cut the electric from the building, and insure the building through our local insurance carrier LGIT. Mr. Pumpaly asked to get permission to contact the Town Attorney to draw up a document for the proposed arrangement. Commissioner Letts indicated that the building is in good shape and could be used for this purpose. Commissioner Letts motioned to take the building and use it for Town Storage provided nothing is to be stored outside of the building. Approved 4-0.
- **Final Budget FY 2012 – 2013** – Mr. Pumpaly presented the 5th draft of the 2012-2013 budget. He indicated that the Commissioners have one month to review and approve. The budget must be approved by June 1st. Mr. Pumpaly indicated that there are a couple of changes that need to be entered in the area of Trash and Fund Balance Contract. Emily Fletcher reviewed that the Fund Balance contract amount came in \$115.50 higher than the planned budget.

New Business

- **Transformer Issues Charlestown Marina – Engineering Review** – Mr. Pumpaly reviewed the issue with the transformer on C-Dock. Mr. Price sent letter indicating that he would like the Town to investigate a remedy to the transformer situation. Mr. Pumpaly contacted URS to see if they have an engineer on staff that deals with marine-type engineering issued. He had them come down to look at the bulkhead under the transformer. They took pictures and he received their report which was presented to the Commissioners for review. URS said settlement of the concrete was not affected by the cutting of the concrete or the installation of the new walkway.

Mr. Pumpaly would like to respond to Mr. Price, he sent a letter to the Town attorney to advise him on the handling of the analysis. Mr. Pumpaly is not asking for any action at this time. Commissioner Confalone asked when the Town would seek an estimate to just move the transformer to solid ground. Mr. Pumpaly said to move it, all of the electrical cables go in from underneath, so he has no idea what it would take to do a move.

- **Water/Sewer Rates Commercial Accounts, Marinas, Restaurants** – Mr. Pumpaly indicated that we reviewed last year's sewer and water rates resulting in 5% increase in water and 15% in sewer rates effective July 1, 2011. Mr. Pumpaly indicated the rate increase was only applied to residential customers. It was not applied to any commercial accounts, namely marinas and restaurants. The past three quarters the commercial accounts were paying some of the rates that existed from 2005. Mr. Pumpaly proposed a rate increase in the commercial accounts to bring them up with the residential rate. Commissioner Confalone said we have the ordinance already approved. Emily Fletcher indicated the official ordinance copy shows only the increase in residential. Commissioner Confalone motioned to go by the resolution and send a letter out to businesses indicating the increase. Approved 4-0.
 - Mr. Pumpaly reviewed the further increase of water and sewer rates to all users. He noted that a public notice should go into the paper. He advised the Commissioners that there has been a 20% increase in sewer rates charged by the county which began on July 1, 2011. In addition the bay restoration fee is increasing from \$7.50 to \$15.00 per unit, Mr. Pumpaly proposed to increase the sewer by the 20% as of July 1, 2012 and increase the fee for the gallons over the minimum \$6.33. In addition, we must charge the increase the bay restoration fee of \$15.00 per quarter.
 - Mr. Pumpaly presented a review of current rates and how they are calculated. He spoke of the calculations for the minimum usage and then presented information on revising calculations for the minimum usage. Commissioner Letts asked about phasing in these increases. Commissioner Durange said that we are not collecting enough funds to put into long-term savings for future repairs. Commissioner Confalone said that if we are being charged by the county, we need to charge the residents. Commissioner Confalone said we do need a public meeting, but the decision regarding items must be made at a formal Town Commissioner's meeting. Mr. Pumpaly finalized this by indicating that we need a public notice, a public hearing and then propose to do the increase. Commissioner Letts said he would like to see it phased in so it is not such a large hit to the residents. He also said that the Town needs to emphasize that it is coming from the County, not the Town.
 - Commissioner Capano asked if Mr. Pumpaly could look into the different ways to structure the billing of water/sewer.
 - Emily Fletcher found and presented the official resolution with the rate increase schedule which does not include the commercial rates. Meeting minutes for the approval of the resolution and then the meeting minutes indicating the rates where the board approved the water/sewer rates for residential only and not commercial accounts. Commissioner Confalone asked if the board sees any way around the increase. Commissioner Letts said there is no way around the increase, but he would like a phase in of the increase. Commissioner Confalone motioned to move forward with the process required for increasing water/sewer rates. Approved 4-0.
- **Door Replacement – Charlestown Post Office** – Mr. Pumpaly is asking the Commissioners to approve the installation of a new door for the Post Office. He presented an estimate from Mr. Lewis for the door along with the installation cost. Commissioner Letts moved to replace the door. Approved 4-0.
- **Budget Amendments** – Commissioner Confalone motioned to approve. Approved 4-0

- **Tourism & History Month Proclamation** – Mr. Pumpaly said Commissioner Gell asked him to prepare the proclamation for this event.
- **Charlestown Properties in Distress** – Mr. Pumpaly indicated there are several properties in Town that are not being taken care of due to foreclosure, bankruptcy or abandonment. He said the neighbors have been complaining regarding the grass not being mowed or property not being cleaned up. Mr. Pumpaly said he is hesitant to have the Town maintenance staff just go in and mow. Mr. Pumpaly had some conversation with the Town attorney. He said that if he could get a hold of the property owner, he could send a formal letter indicating the property must be taken care of by so many days, if not the Town maintenance staff would take care of it and the owner would be charged the fee for mowing. If the fee is not paid, it would be collected through tax sale. He said the current complaints are not as clear as ownership is not easily determined. Mr. Pumpaly just wants the Commissioners to know that we are under pressure by the community. Commissioner Capano asked if complaints are in writing. Mr. Pumpaly said that they are not; it is phone calls or people stopping in. Commissioner Capano asked about the process of how the complaint is received and handled. Mr. Pumpaly said generally he goes out and looks at the property to determine if there is a problem, then a letter is sent to the property owner. However, recent cases we have been unable to locate the owner or contact the owner.
- **Trash Bid Review** – Bids for the trash service contract have been received. Mr. Pumpaly presented the three bids received. He indicated that Harford Sanitation has purchased Signature Waste a month ago. He then reviewed that he requested pricing on trash and recycling service only. He also requested pricing on trash and recycling with a 96 gallon trash tote, furnished by the waste contractor. Harford Sanitation had a third option with picking up recycling every two weeks and providing an extra 96 gallon recycling container at the same price. Mr. Pumpaly indicated that Harford Sanitation looks to be the best bid. In addition, we will receive a 6 CY and an 8 CY dumpster. The large dumpster will be placed by Town Hall and an enclosure will be placed around it once the drainage project is complete. The other dumpster will be placed at Veterans Park. The pricing includes the Town trash container pickup. Harford Sanitation is also suggesting a three year price freeze. Mr. Pumpaly recommends Harford Sanitation as the contractor of choice. Commissioner Capano motioned to accept Harford Sanitation's bid. Emily Fletcher reviewed the budgetary cost increases on each option. Commissioner Capano motioned to accept option one with weekly pickup of trash and recycling. Mr. Pumpaly also mentioned that the trash will be picked up first then the same truck will go around and pick up the recycling. Approved 4-0.

Commissioner Capano said she went to the Boys & Girls Club talent night. She reported that the acts were great and it was a good presentation.

Period of Public Comment

Gophery Richardson – Mr. Richardson asked about having a Public Hearing regarding the sewer increase of 20%. He said that you have to have a public hearing prior to approving an increase. Commissioner Confalone explained the motion that it is to move forward with the process required of increasing rates. Mr. Richardson said that basically it is a done deal. Emily Fletcher said that the motion was for moving forward with the process of increasing water rates.

Rebecca Phillips – presented information regarding a sign for the Ice House. Commissioner Durange said that there was a conflict on the sign and its wording and what it should say. Mrs. Phillips said she had asked Wib about pricing on the signs and that she should present it to the board. She said Robert and she would purchase the sign. She would like to put it on the front of the building facing the river. She said Wib said she should present it to the board for approval to look into the sign. She presented the wording that she would like to place on the sign. She feels there should be some recognition to the Henry's for the donation of the building. Commissioner Durange said they didn't have an objection to the

sign; it is just there was an issue with the wording of the sign. Discussion ensued about the location of the placement of the sign. Mrs. Phillips said she has no problem of where to place it. Commissioner Letts said another issue was the type and size of the sign. Commissioner Durange asked the Board if they have any problem with moving forward with the sign. No motion needed.

Ursula Boudart – wants to know why we need an 8CY dumpster by the park. She feels it is the most offensive thing especially in the summertime. She said so many out of Town people come through Town and dump their trash in there and by the time it is picked up, the smell is terrible. Commissioner Letts said the dumpster was placed there because prior to placement, people were just leaving the trash on the ground. Mr. Pumpaly indicated that a fence would be placed around the dumpster to hinder the excess usage. Commissioner Letts said the Town was prepared to do the fence last year, but with the drainage project going through, decided that it should wait until the project was done as the pipeline would go right through the area where the fence would be placed. Mrs. Boudart said she would rather see trash cans than a dumpster. Emily Fletcher said that the dumpster area is being recorded on the Town security camera.

Commissioner Confalone said that someone has offered to paint the bridge going over the highway.

Commissioner Letts motioned to adjourn; this was approved 4-0.

The meeting adjourned at 8:40pm.

Respectfully submitted by Christina Jackson; Town Clerk.